PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	21/05/22	Prepared by	Ramya	Serial no.	4322
Supplier name	SSLLP			HO inward no.	
Firm/Company	SOVLLP	Project	SOV - III	HO received date	
PO/WO date	16/05/22	PO/WO No.	88300	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	23682	18/05/22	2,353/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	2,353/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 107353 — Proof of delivery matches MRN	☑ Yes □ No
Amount B –Other Credits : Transportation charges	—
Amount C –Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	2,353/-
Amount E – PO / WO value:	2,399/-
Amount F – Difference (A – E):	46/-
Quantity received as per PO /WO	□ Yes □ Excess received □ Short received ☑ Part received
Close PO / WO	☑ Yes □ No – wait for balance material □ Other
Payment – due date	30/05/22
Remarks:	Final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ramya				
Sign:	[signature]				
Date	21/05/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

TAX INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003 **ORIGINAL INVOICE**

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy **PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7**

Customer Details		
Silver Oak Villas LLP	Invoice No.	23682
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	Invoice Date.	18-05-2022
	PO No.	88300
	PO Date.	16-05-2022
	Req ID	76388
	Req Date	14-05-2022
GSTIN : 36ADBFS3288A2Z7 PAN ADBFS3288A	Loc Req No	184179

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7509 - Stationery - other - Calculator - NA - nos		1	158.00	158.00	18	28.44
2	7560 - Stationery - other - Pen - NA - nos	9608	24	3.50	84.00	18	15.12
3	7573 - Stationery - other - Punch - other - nos		2	157.00	314.00	18	56.52
4	7585 - Stationery - other - Sharpner - NA - nos	8214	3	3.00	9.00	12	1.08
5	7555 - Stationery - other - Paper - A4 - bundles	4810	6	231.00	1,386.00	12	166.32
6	7533 - Stationery - other - Highlighter - NA - nos Yellow	9608	6	20.00	120.00	12	14.40
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	2,071.00	281.88
	140.94	140.94	Total Invoice Amount	2,352.88	

Rupees : Two Thousand Three Hundred Fifty Two and Paise Eighty Eight Only.

SUMMIT SALES LLP IN WARD No: 94520 Date: 18/5 Sign: R.R. DIST.

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

Purchase Order

 16-05-2022 12:56:21

88300
27.04.22 12:24:13

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ADBFS3288A2Z7

Supplier Details
Summit Sales LLP
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad

GSTIN 36ACQFS2044C1Z7
040-66335551 9618244433

Doc No	88300	184179
Doc Date	16-05-2022	
Quote No	Nil	
Quote Date	16-05-2022	
SupplyType	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7509 - Stationery - other - Calculator - NA - nos	1.00	158.00	0.00	18.00	186.44
2	7560 - Stationery - other - Pen - NA - nos	24.00	3.50	0.00	18.00	99.12
3	7573 - Stationery - other - Punch - other - nos	2.00	157.00	0.00	18.00	370.52
4	7563 - Stationery - other - Pencil - NA - boxes	1.00	42.00	0.00	12.00	47.04
5	7585 - Stationery - other - Sharpner - NA - nos	3.00	3.00	0.00	12.00	10.08
6	7555 - Stationery - other - Paper - A4 - bundles	6.00	231.00	0.00	12.00	1,552.32
7	7533 - Stationery - other - Highlighter - NA - nos *Yellow*	6.00	20.00	0.00	12.00	134.40
					Total Order Value . . .	**2,399.92**

Rupees : Two Thousand Three Hundred Ninty Nine and Paise Ninty Two Only.

<u>Terms and Conditions :-</u>

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Working Day.
Delivery Location	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.Above order for site office purpose.
Completion Date	NA
Measurment	NA
Security	Nil

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : 17/05/2022

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Company Name:	Silver Oak Villas LLP-III	Date:	14-05-22
Site & Phase :	Silver Oak Villas-III	Time:	15.00
Supplier		Req. No.	184179
Material required before date:	urgent	ID No.	76388

No	Description	Size	Quantity	Units	Inward No	Date
1	Calculator		01	Nos		
2	**Blue Pens**		24	Nos		
3	Punch machine		02	Nos		
4	Pencil 88300		01	Box		
5	**Sharpener**		06	Nos		
6	Paper Bundles		06	Nos		
7	Highlighters	Yellow	06	Nos		
8						
9						
10						

Remarks: - For office use purpose

Prepared By	B.Meenakshi	Approved by	APPROVED
Sign.& Date	14-05-22	Sign. & Date	17 MAY 2022

Note: On receipt of material at site write inward number and date in last 2 columns.

APPROVED
17 MAY 2022
MINISH PARIKH
MANAGER PROCUREMENT

DELIVERY CHALLAN

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details		
Silver Oak Villas LLP	DC No.	20227
Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd	DC Date.	18-05-2022
	PO No.	88300
	PO Date.	16-05-2022
	Req ID	76388
GSTIN : 36ADBFS3288A2Z7	Req Date	14-05-2022
	Loc Req No	184179

	Description of Goods	HSN/SAC	Qty
1	~~7509 - Stationery - other - Calculator - NA - nos~~		1
2	7560 - Stationery - other - Pen - NA - nos	9608	24
3	7573 - Stationery - other - Punch - other - nos		2
4	7585 - Stationery - other - Sharpner - NA - nos	8214	3
5	7555 - Stationery - other - Paper - A4 - bundles	4810	6
6	7533 - Stationery - other - Highlighter - NA - nos	9608	6
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

INWARD WITH TIME:
Inward No: 2114 Dt: 18/5/22
MRN No: 107353 Dt: 18/5/22
Received By: Sign:
SILVER OAK VILLAS PART-III

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP
IN WARD
No: 80038
Date: 23/5
Sign:
R.R. DIST.

Subject to Hyderabad Jurisdiction